

## DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



June 22, 2000

ALL-COUNTY INFORMATION NOTICE NO. I-60-00

TO: ALL COUNTY WELFARE DIRECTORS  
ALL FOOD STAMP COORDINATORS

**REASON FOR THIS TRANSMITTAL**

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☐ Clarification Requested by One or More Counties
- ☒ Initiated by CDSS

SUBJECT: WTWD ORGANIZATION CHANGES AND NEW ASSIGNMENTS  
FOR THE FOOD STAMP POLICY IMPLEMENTATION UNIT

The Welfare to Work Division has reorganized to reestablish the Food Stamp Branch, bringing together food stamp policy and the corrective action function which was formerly located in the Research and Development Division. This change will allow for a more comprehensive approach to addressing critical issues associated with program policy, quality control, payment accuracy and corrective action, as well as to prepare for the program's reauthorization in 2002. The new Branch is effective June 15, 2000.

Enclosed for your information is a list of the Food Stamp Policy Implementation Unit's revised staff assignments by regulation/subject. This will enable you to identify the appropriate staff person to assist you in resolving a Food Stamp Program policy issue or question you have not been able to otherwise resolve within your own organization.

If you have any questions regarding the above assignment list, please contact Varaniece Hall, Policy Implementation Unit at (916) 657-3500.

Sincerely,

***Original document signed by***

GARY SWANSON, Chief  
Food Stamp Branch

Enclosure

**FOOD STAMP BUREAU**  
**FOOD STAMP POLICY IMPLEMENTATION UNIT**  
**ANALYST ASSIGNMENTS**  
**JUNE 2000**  
**(916) 654-1896**

<b>ANALYSTS</b>	<b>PHONE</b>	<b>E-MAIL</b>
<i>Sandra Pierce</i>	<i>653-5208</i>	<i>Sandra.Pierce@dss.ca.gov</i>
<i>Doris Bowers</i>	<i>654-0710</i>	<i>Doris.Bowers@dss.ca.gov</i>
<i>Cindy MacDonald</i>	<i>654-1898</i>	<i>Cindy.MacDonald@dss.ca.gov</i>
<i>Ernie Villalobos</i>	<i>657-1680</i>	<i>Ernie.Villalobos@dss.ca.gov</i>

*Prefix Code - Public/CALNET      653=453      654=464      657=437*

<b>FS SECTION</b>	<b>SUBJECT</b>	<b>ANALYST</b>
<b><u>63-100</u></b>	General Provisions/Definitions	Doris Bowers
<b><u>63-200</u></b>		
63-201	Program Requirements	Cindy MacDonald
thru 206	(Confidentiality/CWD Liabilities)	
63-207	Program Informational Activities	<i>Policy Development Unit</i>
	Food Stamp Forms/NOAs	<i>Policy Implementation Unit</i>
		(Cindy MacDonald Coordinator)
<b><u>63-300</u></b>		
63-300	Application Process	Cindy MacDonald
63-301	Application Processing Time Standards	Cindy MacDonald
<b><u>63-400</u></b>		
63-401	Residency	Doris Bowers
63-402	Household Concept	Doris Bowers
63-403	California Food Assistance Program (State/Federal Eligibility)	Sandra Pierce
63-404	Social Security Numbers	Doris Bowers
63-405	Citizenship or Eligible Non-Citizen Status	Sandra Pierce
63-406	Student Eligibility	Doris Bowers
63-407	Work Registration	<b>Employment Bureau</b>
63-408	Voluntary Quit	<b>Employment Bureau</b>
63-409	Income and Resource Maximums	Ernie Villalobos
63-410	Work Requirements for Able-Bodied Adults Without Dependents	<b>Employment Bureau</b>
63-411	CFAP Work Requirements	<b>Employment Bureau</b>
<b><u>63-500</u></b>		
63-501	Resource Determinations	Cindy MacDonald
63-502.1	Income Definition	Ernie Villalobos
63-502.2	Income Exclusions	Ernie Villalobos
63-502.3	Income Deductions	Ernie Villalobos
63-503.1	Month of Application	Cindy MacDonald
63-503.2	Prospective/Retrospective Budgeting	Ernie Villalobos

<b>FS SECTION</b>	<b>SUBJECT</b>	<b>ANALYST</b>
63-503.3	Net Income/Benefit Calculation	Ernie Villalobos
63-503.41	Self-Employment Income	Ernie Villalobos
63-503.42	Households with Boarders	Doris Bowers
63-503.43	Destitute Households	Doris Bowers
63-503.44	Income & Resources of Excluded Members	Ernie Villalobos
63-503.45	Income & Resources of Nonhousehold Members	Ernie Villalobos
63-503.46	Residents of Shelters for Battered Women	Doris Bowers
63-503.47	Residents of Drug/Alcoholic Trmt & Rehab Programs	Doris Bowers
63-503.48	Disabled or Blind Residents of Group Living Arrangements	Doris Bowers
63-503.49	Sponsored Aliens	Sandra Pierce
63-503.5	Decrease in Income due to Overpayment	Ernie Villalobos
63-503.6	Homeless FS Households/Prepared Meals	Doris Bowers
63-503.7	Certifying MRRB Household in New County	Cindy MacDonald
63-504.1	Certification Periods	Cindy MacDonald
63-504.2	Notices of Action	Sandra Pierce
63-504.3	Monthly Reporting	Cindy MacDonald
63-504.4	Effecting Changes for Nonmonthly Reporting Hsholds	Cindy MacDonald
63-504.5	Households Changing their Reporting & Budgeting Status	Cindy MacDonald
63-504.6	Recertification	Doris Bowers
63-504.7	ID Cards	Doris Bowers
63-504.8	Photo ID Cards	Doris Bowers
63-505	Household Responsibilities	Sandra Pierce
63-506	Excluded Resources and/or Income of Native Americans or Alaska Natives	Ernie Villalobos
63-507	Resources and/or Income Excluded by Other Federal Laws	Ernie Villalobos
<b><u>63-600</u></b>	Coupon Issuance, Use and Replacement	Sandra Pierce
<b><u>63-700</u></b>	Coupon and Authorization Document Ordering, Storage and Accountability	Sandra Pierce
<b><u>63-800</u></b>		
63-801.1	Determination of Overissuances and	Sandra Pierce
thru 801.3	Establishment of Claims	Sandra Pierce
63-801.4	Claims Collections	Sandra Pierce
thru 801.9		
63-802	Restoration of Benefits	Sandra Pierce
63-804	State Hearings	Sandra Pierce
63-805	Intentional Program Violation Disqualification	Sandra Pierce
<b><u>63-900</u></b>	Emergency Food Stamp Assistance	Ernie Villalobos

<b>FS SECTION</b>	<b>SUBJECT</b>	<b>ANALYST</b>
<b><u>63-1100</u></b>		

63-1101	Tables of Coupon Issuance	Cindy MacDonald
63-1101.1	Maximum Resource Eligibility Standards	Cindy MacDonald
thru 1101.3	Income Deductions, Income Eligibility Standards	Ernie Villalobos
63-1101.4	Prorating Initial Month's Benefits	Cindy MacDonald
63-1102.1	Coupon Book Determination	Cindy MacDonald
thru 1102.3		

IRS and Single Audit Act Reviews Coordination	Doris Bowers
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